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ATTACHMENT
IHC-D-126/5

U N I T E D   S T A T E S   I N T E L L I G E N C E   B O A R D

INTELLIGENCE INFORMATION HANDLING COMMITTEE

MEMORANDUM FOR THE UNITED STATES INTELLIGENCE BOARD

SUBJECT: Proposed DCID on Data Element and Code Standardization

1. Forwarded for the Board's consideration and concurrence is a proposed Director of Central Intelligence Directive (DCID) on data element and code standardization.

2. The DCID, if approved, would provide a policy statement for use throughout the USIB community to meet the increased demand for compatibility in the exchange of intelligence and intelligence information. The proposed directive is an adjunct to the existing federal program on standards and is not in conflict with other standardization programs.

3. The Committee plans to develop a detailed plan to cover the procedures needed to carry out the proposed DCID. The plan will include further refinements in definitions of terms, procedures for the development of standards, provision for establishing implementation schedules for standards, and procedures for requesting exemption from USIB approved standards.

Recommendation

4. The IHC recommends that the Board approve the attached proposed DCID.

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Chairman

Attachment
IHC-D-126/5

DIRECTOR OF CENTRAL INTELLIGENCE DIRECTIVE NO.____

Data Element and Code Standardization
for Intelligence and Intelligence Information

(Approved -- _____)

Pursuant to the provisions of NSCID No. 1 (New Series, Revised
4 March 1964), paragraph 3.b. (2), a policy for promoting data
elements and code standards for intelligence and intelligence
information is hereby established.

Definitions

1. This Directive specifically applies to, but is not necessar-
ily limited to, National Intelligence and Interdepartmental Intelli-
gence as defined in NSCID No. 1, paragraphs 4.a. and 4.c. respectively.

2. The definitions of data element, data code, general and
program standards are: 1/

(a) A data element is a grouping of informational units
which has a unique meaning based on a natural or assigned rela-
tionship and subcategories (data items) of distinct units or
values. For example, "month" is a data element whose data items
are "January", "February", "March", etc.

(b) A data code is a number, letter, symbol or any com-
bination thereof used to represent a data element or a data
item.

(c) Federal program standards are "for use in particular
related programs concerning more than one agency. Examples are
data elements and codes usually limited to use in...unique sys-
tems. In these cases, the same source data often are used by
several agencies, and aggregation and exchange of information
on a program basis are the rule."

1/ Defined in the Bureau of Budget Circular No. A-86, September 30, 1967.
Subject: "Standardization of Data Elements and Codes in Data Systems".

(d) Federal general standards are "for general use by most agencies in connection with an extensive number and variety of related or unrelated data systems and programs".

3. For the purposes of this directive, intelligence falls into the federal program area. Intelligence standards established by means of this Directive fall within and are restricted by the foregoing definitions.

Purpose

4. The purpose of this Directive is to promote the use of standards in the exchange of intelligence and intelligence information to achieve an optimum level of compatibility among information handling systems in the USIB community.

Program Administration

5. The program will be administered by the Intelligence Information Handling Committee (IHC)[2] on behalf of the United States Intelligence Board. The Committee will:

(a) Select, coordinate, and recommend for USIB approval standards for data elements, data codes, and related features for use throughout the intelligence community.

(b) Encourage the development of program standards where economical and functional advantages have been demonstrated or when a need for a standard has been stated by a member organization.

(c) Adopt, wherever practical, for use as a program standard, a general standard published in the Federal Information Processing Standards Register.

(d) Notify the USIB when exemptions to a USIB approved standard are requested. An IHC recommendation will accompany this notification.

(e) Determine and publish the implementation schedules for approved standards.

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[2] DCID No. 1/4 (New Series), effective 4 April 1968.

(f) Promulgate standards approved for use throughout the intelligence community.

(g) Serve as liaison with non-community organizations on matters pertaining to data element and code standards.

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DRAFT
Richard Helms
Director of Central Intelligence

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CONFIDENTIAL

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